



September 22, 2020

c/o Jessica Durand
USEPA Headquarters
William Jefferson Clinton Building
1200 Pennsylvania Avenue, N.W.
Washington, D.C. 20460

Dear Ms. Durand,

The City of East Point appreciates this opportunity to submit a proposal for funding through the for the Environmental Workforce Development and Job Training Program grant. This project will provide the city an opportunity to train the youth, ages 17-24, in various aspects of wastewater treatment, environmental remediation, and other environmental opportunities for employment in East Point, the Tri-Cities area and the Metro Atlanta region. A summary of relevant information associated with our application appears below:

A. Applicant Identification:

City of East Point
2757 East Point Street
East Point, GA 30344
DUNS# 073425514

B. Threshold Criteria:

1. Applicant Eligibility – The City of East Point is a General-Purpose Unit of Local Government (as defined under 2 CFR 200.64).

2. Demonstrate that Proposed Project Does Not Duplicate Other Federally Funded Environmental Job Training Programs – The project being proposed by the City of East Point does not duplicate any existing Federal job training activities in the targeted service area, the City of East Point. Currently, there are no other efforts that would duplicate what is being proposed from this project.

3. Required HAZWOPER Training – The Environmental Workforce Development and Job Training program for this initiative will require participants to complete training in a cohort method in the areas of: erosion and sediment control, field maintenance, stream buffers, vegetative and BMP practices, HAZWOPER, water quality and sampling, cross connect control, pipe materials and installation, water regulations and soft skills training. The list of curriculum courses is detailed in the proposal narrative on page 4.

4. Federal Funds Request - \$200,000 is being requested.

5. Substantial Conformity with Instructions and Format Requirements - The City of East Point has conformed to the applications instructions and format requirements. The cover letter includes threshold responses, is singled spaced and 2 pages. The narrative includes responses to all ranking criteria, is singled spaced and is 14 pages in length. Application materials include support letters and additional attachments.

MAYOR
Deana Holiday Ingraham

COUNCIL MEMBERS

Ward A
Sharon D. Shropshire
Alexander Gothard

Ward B
Karen René
Thomas Calloway

Ward C
Nanette Saucier
Myron B. Cook

Ward D
Joshua B. Butler, IV
Stephanie Gordon

CITY MANAGER
Frederick Gardiner

Mayor's Office

2757 East Point Street, East Point, Georgia | 404-270-7066 | www.eastpointcity.org

6. Training Curriculum Chart Indicating the Cost of Each Course: Training curriculum can be found in Section 2 on page 6.

7. Plans for Delivering Training: the plan to offer each training session under both continuing quarantine and “normal” conditions can be found in Section 2 of the proposal narrative on page 5.

8. Target Area: City of East Point

9. Previous Funding Requirements: The City of East Point has not received an EWDJT Grant in the past.

C. Grant Type: Environmental Workforce Development and Job Training Grant

D. Location: East Point, Fulton County, Georgia

E. Contacts: Project Director
Melissa Echevarria, Director Water & Sewer Department
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East Point, GA 30344
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Chief Executive/Highest Ranking Official
Deana Holiday Ingraham, Mayor
2757 East Point Street
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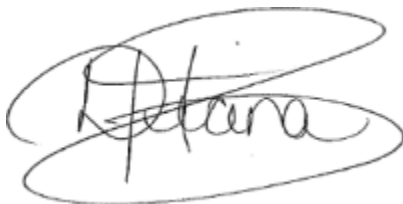
F. Project Period: Proposed 3-year project period contingent a signed grant award.

G. Population: 34,875 (2018, 5-year American Community Survey)

H. Training: The proposed type of training included in this project will be delivered at the following levels: beginner, intermediate and professional. For specifics, the curriculum training can be found in Section 2 of the proposal narrative on page 3.

We look forward to working with you to complete this exciting project.

Sincerely,

A handwritten signature in black ink, appearing to read "Deana", enclosed within a large, loopy oval shape.

Deana Holiday Ingraham, Mayor

Mayor's Office

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ENVIRONMENTAL WORKFORCE DEVELOPMENT AND JOB TRAINING FOR THE CITY OF EAST POINT, GEORGIA

1. Community Need

A. Community Description

Wedged between the City of Atlanta and the Hartsfield-Jackson International, “the world’s busiest airport”, East Point, GA, was named for its original location as the eastern terminus of the Atlanta and West Point railroads. The city now is small economically disadvantaged city with a population of 34,875 that has been negatively impacted by unemployment, declining property values and tax base, a large number of brownfield properties and the high costs to secure these properties.

Lack of accessible jobs has resulted in a poverty rate of 22.4% and unemployment at 16.4% in the City. East Point has an overall housing vacancy rate of 20.2%; this rate is almost 26% in the target areas, as compared to 12.2% across the country and 12.9% in Georgia (ACS, 2017). The median home income is \$40,882 in the target areas compared to \$55,679 median across the State of Georgia. (ACS, 2018). Table 1 provides additional demographic information about the City. Overall, 9.1% of the City homeowners do not contribute to the tax base due to delinquent taxes and defaulted lands (City of East Point data). Diminished tax revenues have resulted in a stretched budget further compounded by high crime rates and securing blighted properties. Nearly \$1,000,000 is spent annually for additional police officers in attempts to reduce crime rates.

The City currently houses over 150 brownfield sites. The approximately \$500,000 spent annually to secure these blighted brownfields properties leaves little available monies to assess and remediate brownfield properties or to address the City’s current unprecedented crime and blight rates. The City was recently awarded a Brownfield planning grant that will focus on the assessment of four targeted sites: the former Atlanta Utility Works, former General Chemical Plant, the former Owens Illinois Plant and the former Nelm’s House Apartments. As East Point begins planning activities to remediate these properties, the training of a local workforce will both provide additional person-power with which to implement the targeted improvements while creating additional, accessible jobs for City residents.

Table 1 - Demographic Information

	East Point	Georgia	National
Population	34,875	10,297,484	322,903,030
Unemployment	16.4%	7.6%	10.2%
Poverty Rate	22.4%	16.0%	14.1%
Percent Minority	82.2	41.0%	27.3%
Median Household Income	\$40,882	\$55,679	\$60,293
<p>Notes: Population, poverty, race and income data reported from the 2018,-5-year American Community Survey (ACS) data profile available here: https://data.census.gov/cedsci/ Population and race data per Table DP05, ACS Demographic and Housing Estimates; poverty data per Table S1901, Poverty Status in the Last 12 Months; median household income per Table S1901, Income in the Past 12 Months (In 2018 Inflation-Adjusted Dollars).Unemployment rate: July 2020, Georgia Department of Labor, Workforce Statistics & Economic Research. https://dol.georgia.gov/document/press-release/civilian-labor-force-estimates/download National unemployment data cited in The Employment Situation —August 2020 available. https://www.bls.gov/news.release/pdf/empst.pdf</p>			

July 2020, State of Georgia unemployment data cited in Local Area Employment Statistics available <https://stats.bls.gov/lau/>

B. Labor Market Demand

On average, full-time employees in the Waste Management & Remediation Services Industry work 45.7 hours per week and have an average annual salary of \$51,511. According to ACS estimates, this workforce declined by 2.01% between 2017 and 2018, from 475,000 to 466,000 people. While the Waste Management and Remediation Services Industry is projected to grow by 0.8% over the next ten years, this is significantly lower than the projected growth rate of the national workforce overall, 6.89%. (Data USA)

East Point, located in Fulton County Georgia, is part of the Metro-Atlanta area. Local trends in the metro area differ these national ones. The Worksource Metro Atlanta Regional Plan 2020 – 2023 has quantified the project growth of the local Waste Management and Remediation Services Industry and projects this sector will grow locally by 14% or approximately 6000 persons each year between 2019-2024. Twenty-one percent of this demand will be for new workers while 79% will be for replacement workers. Additionally, in its review of job postings between March and August 2020, the plan identifies the Hazardous Materials Certifications as one of the of the top certifications within the Transportation, Distribution, and Logistics sector (TDL) and EPA-specific certifications as the second most frequently requested certification for skilled trade workers.

The proposed training program is designed for trainee placement both within water and sewer departments within the City of East Point and other metro area water and sewer departments as well as on brownfield projects managed by the city of East Point. We therefore spoke with leadership in these two areas to get a better idea of the specific labor demands. Within the City of East Point, there are currently 75 positions in the water and sewer department in total, two positions are vacant, and two employees are retiring within the next two months. Other staff are nearing retirement age and organizational leadership anticipates additional vacancies over the next 5-10 years. Water and sewer department leadership with other nearby counties within the metro-area including Gwinnett and, DeKalb Counties, the City of Atlanta and other small cities such as Hapeville and College Park have all indicated the need to attract and employ a younger group of entry level workers who can advance into higher level, higher paying jobs as the current staff retire. Factors such as expanding services and increased customer base continue to drive the demand for trained and skilled employees.

With the number of Brownfields properties to be assessed and cleaned up, the needs for employment in remediation is also crucial. Laborers are needed to safely clean up contaminated properties prior to reuse. The Project Director of the East Point Brownfield planning department indicated that once assessments have been made on properties, they will be able to accurately estimate the number of positions to be filled by program participants but it is certain there will be workforce needs. To the extent possibly, City staff would like City-residents to fill at least some of these positions, rather than relying on a workforce from outside of the area.

The training program participants will receive firsthand knowledge and experience in the field, as they matriculate through the program. The demand for these now skilled workers in the community will translate into employment opportunities. Upon completion of the training program, Cardno, the City's brownfield planning consultant, City of East Point's Water and Sewer Department, the City of College Park and other small municipalities have committed to provide on the job training as well as entry level employment opportunities to the graduates.

2. Training Program Description

To address the needs of for employment, the workforce training development program will offer program participants the skills needed to gain fulltime employment upon the completion of the program. The City of East Point proposes to develop an apprenticeship program that will target young adults ages 17-24 for training that will enable them gain employment within the Tri-Cities and Metro-Atlanta areas. The City of East Point has partnered with three community-based organizations to provide the identified training:

Clayton State University: Focuses on empowering students through rich experiences that engage critical-thinking skills and prepare them for their chosen careers. Clayton State University will offer program participants soft skills training.

Greening Youth: Introduces young people from socially and economically disadvantaged backgrounds to natural resource management careers. Its Urban Youth Corps (UYC) program engages Metro-Atlanta opportunity youth of color, ages 18 to 25 who are not college-bound, and provides them with a year-long, full time, training, certifications, skills, support, and transformational work experiences that will boost their careers. Greening Youth will lead the participant recruitment activities and partner with Clayton State University to provide soft skills and professional development training to the program participants. Greening Youth will also provide liability insurance to program participants.

Wholesome Wave Georgia: Wholesome Wave Georgia works with individuals and communities to increase access to and awareness of healthy food choices for all Georgians in need through local farmers and community partners. It has developed a personalized management and leadership skills training using leading third-party resources to support the career development of at-risk youth at leading environmental organizations such as Boutee Tree and Castro Landscaping. On this project, Wholesome Wave will provide leadership training and coaching to program participants.

Training Class Details

The program will consist of soft skills training, hard skills training and field experience. The following training classes will be provided as part of the training program:

Professional Development Certificate Program - provides participants with personal, professional, career development and specific training focused on establishing the skills required for success. The training provides students with strong soft skills including punctuality, effective communication (i.e., speaking, writing, listening), and collaborating. Students will also learn techniques to help them to persist toward overall program completion.

Values-Based Leadership Training – will focus team building and improving team member capacity through coaching, empowering, and sharing best practices with team members. Using the content from leading publications such as the Harvard Business Review Press, trainers cover topics including time management, running meetings, managing up, and managing projects. Training consists of 4 stages: 1) the discovery sessions that establish rapport and introduce the Learning Question methodology; 2) learning questions that provide insights on team member aspirations and identification of team member professional development needs; 3) group sessions that share best practices coupled with stories to increase adoption; and 4) on-demand coaching that provides guidance on overcoming workplace challenges and utilizing workplace opportunities.

Occupational Safety and Health Administration (OSHA) Hazardous Waste Operations and Emergency Response (HAZWOPER) Training - prepares cleanup and emergency response workers to

operate safely during a variety of scenarios involving hazardous substances. This training covers policies, practices and procedures that reduce the risk of injury and illness related to harmful exposures on the worksite.

Georgia Soil and Water Conservation Commission (GSWCC) Fundamentals Level 1A –Class topics covered in this course are fundamentals of erosion and sediment control, the Georgia Erosion & Sedimentation Act, National Pollution Discharge Elimination System (NPDES) Permits, field maintenance, stream buffers, vegetative and structural best management practices.

GSWCC Advanced Fundamentals Level IB - a two-day course designed to train regulatory enforcement inspectors and non-regulatory personnel inspectors contracted to do regulatory work to accurately inspect land disturbance areas for compliance with state erosion and sedimentation laws. Participants must have completed 60 days' work experience in the field of erosion and sediment control.

Distribution Systems Operation & Maintenance - This class is for anyone interested in obtaining a Georgia Distribution Systems Operator Certification. The course covers the design, installation, inspection, repair and testing of a water distribution system. This course provides the required training hours for the Georgia Distribution Systems Operator certification. Topics covered in this course: pipe materials, pipe installation, fire hydrants, cross connect control, water storage, services & meters, pumps, water quality and sampling.

Class III Water Treatment (Professional) - This is a basic, entry-level course for anyone considering taking the Georgia Class III Drinking Water Operator exam & meets the ABC Needs-to-Know topics. This course promotes the understanding of how drinking water treatment is performed and controlled. This course provides the required training hours for the GA Class III Drinking Water Operator exam. The student will receive a copy of the latest Water Systems Operations, American Water Works Association/ Association of Boards of Certification (WSO AWWA/ABC) water treatment Grade 1 & 2 manual. Topics covered in this course: water sources and characteristics, aeration, chemical oxidation, taste, odor control, water quality, sampling, analysis, coagulation and flocculation, filtration, disinfections, chlorination, fluoridation and distribution system overview.

Drinking Water Regulations and Compliance - This course reviews the requirements of the US Safe Drinking Water Act. Topics to be address will be Safe Drinking Water Act Regulations, Georgia Surface Water Regulations.

Participants will begin with Professional Development and HAZWOPER coursework with accompanying work in the field. Once a student completes their first 30 days of work and the beginner level courses are taken and passed, they will be given the opportunity to take intermediate courses. Participants have the opportunity to complete one of the following two basic training tracks: water/wastewater management and environmental remediation.

Students who select the environmental remediation track will complete both the GSWCC Fundamentals Level 1A and HAZWOPER Training.

Those who select the water/wastewater management, track will have the opportunity to choose between options leading to employment as either a Laborer Level III or as a Water Treatment Operator. Those interested in Laborer III will need to complete the following hard skills courses: GSWCC Fundamentals Level 1A, GSWCC Advanced Fundamentals Level 1B, HAZWOPER Training and Distribution Systems Operation & Maintenance. Students interested in the Water Treatment Operator track, will complete the following hard skills courses: HAZWOPER Training, Class III Water Treatment and

Drinking Water Regulations and Compliance. Students must pass all hard skill courses for each individual track to gain employment for opportunities within the City of East Point and other municipalities in water/wastewater management.

Towards the end of the curriculum, students will be at a professional level and after assessment, will have gained the appropriate certifications to enter the workforce. Upon completion of the program, participants will have the field experience, skills, education and certification requirements to obtain full time employment. Water, sewer and environmental industry fields for which they will be eligible include: inspector, construction manager, foreman, meter service technician, meter reader, water treatment operator, water plant maintenance technician, laborer (1, 2, or 3), water treatment lab chemist, water treatment lab analyst, heavy equipment operator, water or sewer construction and construction management, field sampling, demolition and decommissioning, hazardous waste technician, and restoration technician.

Table 2 below summarizes the plan to offer each training session under both continuing quarantine and “normal” conditions:

Course Name	Offering under Continuing Quarantine Conditions	Offering under “Normal” Circumstances
Professional Development	Weekly classes will be provided online through the D2Learning and Zoom platforms.	In person training is provided at Clayton State College or at another site.
Leadership Development	Weekly classes will be provided online through the Zoom platform with students receiving coaching sessions by phone.	In-person training will be provided at the East Point training center with students receiving coaching sessions by phone.
OSHA HAZWOPER Training	Training will be provided online. Students will use computers housed at the City of East Point, Water & Sewer Department. The City of East Point will enforce social distance guidelines.	Training will be provided online. Students will use computers housed at the City of East Point, Water & Sewer Department.
GSWCC Fundamentals (Level 1A)	Training will take place virtually through the Zoom platform. The City of East Point will enforce social distance guidelines.	In person training will be provided at the City of East Point training center.
Drinking Water Regulations and Compliance	Classes can be provided in person or viewed live, online through their website. Georgia Water and Wastewater Institute (GWWI) has reduced the maximum number of students permitted in each class to ensure proper social distance.	In person training is provided at an onsite GWWI facility. Training can also be provided online.
GSWCC Advanced Fundamentals (Level 1B)	Training will take place virtually through the Zoom platform. The City of East Point will enforce social distance guidelines.	In person training will be provided at the City of East Point training center.
Distribution Systems Operation & Maintenance	Classes can be provided in person or viewed live, online through their website. GWWI has reduced the maximum number of students permitted in each class to ensure proper social distance.	In person training is provided at an onsite GWWI facility. Training can also be provided online.
Class III Water Treatment	Classes can be provided in person or viewed live, online through their website.	In person training is provided at an onsite GWWI facility.

Course Name	Offering under Continuing Quarantine Conditions	Offering under “Normal” Circumstances
	GWVI has reduced the maximum number of students permitted in each class to ensure proper social distance.	
Field work	The City of East Point will enforce social distance guidelines	Normal work safety requirements.

In addition to hard and soft skills training, students will also receive field experience. To gain this experience, students will be placed with the City of East Point’s Water & Sewer and Public Works Departments as well as nearby small municipalities. Field training will provide on the job experience and will allow program participations to apply knowledge previously acquired during earlier training sessions. During the field site training, program participants will be assigned a field supervisor as mentor to track their progress during the weeks of training.

The chart below outlines the curriculum topic, training level, number of hours required, training provider and certificate received for each proposed course in the development training program.

Course Name	Level of Training	Type of Certificate	# of Hours	Start Date-End Date	# Times Course will be offered	Training Provider	Cost of Course (per student)	% of Grant Budget
Professional Development	Preliminary training for all participants	Professional Development Certificate	48	Feb 2021-Jan 2023	5	GYF/ Clayton State University	\$550	22%
Leadership Development	Preliminary training for all participants	Professional Development Certificate	6	Feb 2021-Jan 2023	5	Wholesome Wave Georgia	\$150	6%
OSHA HAZWOPER Training	Required training for all participants	HAZWOPER Certificate	40	Feb 2021-Jan 2023	5	OSHA Education Center	\$245	10%
GSWCC Fundamentals	Beginner	GSWCC Beginner Certificate	8	Feb 2021-Jan 2023	5	City of East Point	\$150	5%
Drinking Water Regulations and Compliance	Intermediate	Drinking Water Regulations Certificate	8	Feb 2021-Jan 2023	3	Georgia Water & Wastewater Institute	\$185	2%
GSWCC Advanced Fundamentals	Intermediate/ Professional	GSWCC Fundamentals Advanced Certificate	16	Feb 2021-Jan 2023	5	City of East Point	\$250	5%
Distribution Systems Operation & Maintenance	Professional	Distribution Systems Operation &	27	Feb 2021-Jan 2023	5	Georgia Water & Wastewater Institute	\$370	7%

Course Name	Level of Training	Type of Certificate	# of Hours	Start Date-End Date	# Times Course will be offered	Training Provider	Cost of Course (per student)	% of Grant Budget
		Maintenance Certificate						
Class III Water Treatment	Professional	Class III Water Treatment Certificate	40	Feb 2021-Jan 2023	3	Georgia Water & Wastewater Institute	\$505	5%
Field work	Required for all participants	Program completion	90	Feb 2021-Jan 2023	Ongoing	City of East Point and other municipalities	\$0	0%
Total Hours			283					

3. Budget

The table below summarizes the proposed costs of the three-year program.

Budget Category	Outreach and Recruitment	Instruction/ Training	Program Management	Placement and Tracking	Total
Personnel		19,000.00	9,000.00	9,000.00	37,000.00
Fringe benefits			688.50	688.50	1,377.00
Travel					-
Contractual		48,200.00			48,200.00
Supplies	1,702.00	35,895.00			37,597.00
Other	14,000.00	56,000.00	5,826.00		75,826.00
Total EPA Funds	15,702.00	159,095.00	15,514.50	9,688.50	200,000.00

Budget Narrative

Personnel

The City of East Point will facilitate coursework training for Fundamentals 1A and Advanced Fundamentals 1B. (\$150 x 60 or \$9,000) and (\$250 x 40 or \$10,000). Total cost estimated at \$19,000 for 60 students during the project.

Project Coordinator – The Coordinator will oversee all programmatic elements of the project. Responsibilities include tracking students course hours, timesheets, and ensuring that students are following the correct path to be placed permanently after the completion of the program. The Project Coordinator will dedicate .5 FTE of \$18,000 plus 7.65% benefits for the project (\$18,000+1,377 or \$19,777). The City of East Point is investigating the provision of in-kind support to result in an equivalent half time salary of 36,000 a year plus benefits for the position.

Contractual

Hard skills training coursework will be facilitated by industry specialists in the appropriate disciplines for specific training content. Coursework would include but not limited to OSHA HAZWOPER Training (80 applicants x \$245 or \$19,600), Drinking Water Regulations and Compliance (20 applicants x \$185 or \$3,700), Distribution Systems Operation & Maintenance (40 applicants x \$370 or \$14,800) and Class III Water Treatment (20 applicants x \$505 or \$10,100).

Supplies

Computers will be provided for students to complete online coursework and online training. Computers will be housed at the home location, within the City of East Point's Water & Sewer Department (10 computers x \$1,300 or \$13,000).

Each student will receive a bound workbook, plus miscellaneous materials including pens, sharpies post its (80 applicants x \$ 43 or \$3,440).

Work Gear - Steel toe safety shoes are required for worksites (80 applicants x \$130 or \$10,400). Safety vest is an article of personal protective equipment that's designed to have high visibility and reflectivity (80 applicants x \$4.81 or \$386). Safety helmet will protect the user's head against impact from objects falling from above, by resisting and deflecting blows to the head (80 applicants x \$14.80 or \$1,185). Work Gloves will save the user's hands and fingers from unnecessary wounds such as cuts, blisters, splinters, skin punctures or heat and chemical burns (80 applicants x \$14 or \$1,120). Safety Goggles will enclose or protect the area surrounding the eye in order to prevent particulates, water or chemicals from striking the eyes (80 applicants x \$2 or \$160). Rain Slickers are waterproof or water-resistant coat worn to protect the body from rain (80 applicants x \$10.55 or \$844). Rain Boots, ankle-high overshoe of rubber or plastic for wear in rain and mud on job sites (80 applicants x \$67 or \$5,360).

Outreach - Print promotions, radio, printing, brochures and other informational materials needed for the outreach of the program. (\$851 x 2 or \$1,702).

Other

Clayton State University - will supply project specific training for workplace readiness. Program participants will engage in life-long learners in cost-effective, accessible and relevant coursework that addresses personal and professional goals through top-quality instruction, innovation, programming and in-demand professional certificates and courses. CaPE's classes will prepare students for industry recognized certificates and certifications. The costs are estimated at \$44,000 for training 80 students during the project.

Wholesome Wave Leadership Training - 120 hours based on the following calculations for 4 cohorts each of 20 students with each cohort receiving 30 hours of participation instruction and guidance. (120 hours x \$100 or \$12,000).

Greening Youth Foundation efforts in recruitment will consist of established network of community centers, churches and nonprofit partners with whom they can partner to obtain potential program participants. Greening Youth Foundation will supply interns with liability insurance during the grant period at a cost of \$2,400 for the project. An additional \$2,000 has been budgeted for the project for use of the recruitment platform. Total funding to Greening Youth Foundation is \$4,400 for the project.

Screening and Health Requirements - as students enter the Workforce Development and Job Training program, they will be given a pre employment physical (80 applicants x \$ 55 or \$4,400). Drug screen biologic material to detect the presence of specific drugs and determine prior drug use before employment

(80 applicants x \$35 or \$2,800) and alcohol test to measures the level of Alcohol in the blood (80 applicants x \$30 or \$2,400).

Overhead Cost – 3% costs associated with allowable programmatic cost such as financial reporting, and performance measures. Total cost estimated at \$5,826 for the project.

4. Program Structure, Anticipated Outputs and Outcomes

A. Outputs and Outcomes

The proposed program targets young adult, East Point residents between the ages of 17-24 enabling them to gain viable employment opportunities in remediation, water and wastewater treatment areas. Through a collaboration with a local high school in the Tri-cities area and our identified training partners, the City of East Point will train 20 students in four cohorts each lasting 6-months. Their training will give students the certifications that will enable them to be placed in employment upon program completion. A summary of proposed program outputs appears below:

Program Year	Overall # of Participants Enrolled in Program	# of Graduates Completing Program	# of Graduates Placed in Environmental Positions	# of Graduates Not Placed but Pursuing Further Education
1	40	36	22	4
2	40	36	22	4

Evaluation and Timeline

Two soft skills training components are proposed. For Professional Development training, participants will receive a baseline assessment of their soft skills knowledge, skills and competency before beginning the program. At the completion, they will complete a final project which will include the assessment of their final level of competency. To meet the requirements of the International Association of Continuing Education and Training (IACET), students will also evaluate the program itself after they complete their training. For the Leadership training, participants will complete a self-assessment of their capability during the Learning Question stage of the program. After completing the group sessions, participants will revisit their original self-assessment.

An online exam after each of the hard skills training sessions proposed (OSHA HAZWOPER Training, GSWCC Fundamentals, Drinking Water Regulations and Compliance, GSWCC Advanced Fundamentals, Distribution Systems Operation & Maintenance and Class III Water Treatment) is used to assess participant competence. Each student's progress will be tracked by the Program Coordinator whose role is further described below.

The proposed timeline for achieving detailed and realistic milestones can be found in the Milestone Chart attachment. Efforts for outreach will begin following the EPA award date and (based on an award date of January 1, 2021) will continue through early February 2021. The final cohort of students will complete their training in early February 2023.

B. Recruitment and Screening

The City of East Point and Greening Youth Foundation will jointly conduct project recruitment and outreach activities for the training program. The outreach team will post information on the City's website, provide flyers, brochures, pamphlets and post cards will be created in both English and Spanish to be placed throughout the city in local businesses and open community forums. Outreach team members already also

have an established network of community centers, churches and nonprofit partners with whom they can partner to obtain potential program participants. To the extent possible, the outreach team will rely on face-to-face recruiting rather than online recruiting to be able to more thoroughly vet the program candidates.

The recruiting team will create an application specific to the program that includes any special requirements relevant to the program needs. Candidates will apply for each program cohort; applications will then be vetted to identify candidates to fill the available 20 slots per cohort. Interviews with program leaders and coaches will help staff select the participants who are most likely to successfully complete the entire program. GYF's Job Diva software will be used to log and track participant progress as they matriculate through the program, save site supervisor feedback and review accumulated feedback to evaluate participants. For the Workforce Development program, the platform will be used to maintain comprehensive documentation including participant's position description, application, Government-issued photo identification, proof of citizenship or permanent residency, age, approved timesheets, training and career development plan, performance assessment reports, hiring eligibility certificates, and on-boarding and exit assessments. This platform is a central element of GYF's proven operational systems, infrastructure and data information systems.

Recruitment will be "active" over a two to three-week period prior to the proposed cohort orientation date. Upon completion of orientation, students will be enrolled in the Environmental Workforce Development and Training program for the City of East Point.

C. Program Support

Program Support Staff

A Program Coordinator will be responsible for keeping track of participants outputs and outcomes. The Coordinator will be responsible for project's activities including tracking students course hours, setting up travel, timesheets, and ensuring that students are following the correct path to be placed permanently after the completion of the program. In addition to employment opportunities within the City of East Point, the Program Coordinator will work closely with Brownfields Consultants and neighboring municipalities to place program participants in full time employment upon completion of the program. The Coordinator can also provide one on one counseling and support that ensures each student achieves their goals and successfully completes the program. The City of East Point will continue to track the progress of program graduates for a minimum of one year after they complete the program.

Many of the program participants will likely be low-income individuals; the program will therefore provide computer for program participant use, enabling them to complete online coursework and online training. Computers will be housed at the training base of operations within the City of East Point's Water & Sewer Department. The City of East Point and community partners are diligently seeking opportunities to supply stipends to program participants.

Tax Incentives to Potential Employers

Nearly every community within the State of Georgia offers employers incentives that are focused on job creation and ensuring businesses within the community or state remain successful and competitive. These tax incentives encourage employers to create new jobs, expand their existing payroll, or retain/retrain current employees for new roles in an ever-changing economy and marketplace. Businesses in the state of Georgia can take advantage of multiple job creation tax credits that provide annual tax savings per job for up to five or more years. For example, through the Opportunity Zones (OZ) tax credit, a company can receive a jobs tax credit of \$3,500 that can offset a company's payroll withholding for every job created for up to 10 years. The City of East Point offers incentives to large and small businesses that lowers the cost of

doing business and ensures a company's success. Whether a company is expanding its operations or hiring new employees at an existing location, having effective incentives in place is essential to ensure that East Point is taking full advantage of the tax credit opportunities available and be in a better position to hire future employees.

Through the Department of Economic Development, the City will aggressively market and promote these incentives through various means to community employers particularly those who might hire program graduates. Typical marketing activities include developing credible, appealing and distinctive marketing collateral of the community such as a demographic profile, website exposure, promotional materials, brochures, personal selling, and host a special event regarding these incentives.

D. Program Sustainability

The long-term sustainability of our program is a high priority for the City of East Point. Through implementing this effort, the City plans to establish a training program and relationships with both local employers and high schools that will persist beyond the three-year funding period. The City of East Point has an immense amount of community support from local organizations and is seeking additional support that will allow our staff to continue soft skills training elements of the program and to provide stipends to program participants. Funding strategies include building relationships with foundations and cultivating additional support from corporate sponsors and individual donors. We will continue to seek grant funds and other program support to guarantee the sustainability of this valuable program once established.

5. Community and Employer Partnerships

A. Collaboration with Entities Involved with Local Remediation Activities and Environmental Projects

The City is a recipient of a 2019 Brownfield Assessment Grant. East Point's Brownfield Project Director, Mr. Maceo Rogers, is working with the City's contractor and sub-contractors to not only assess properties but also to collaborate to create a program that will place program graduates in employment during both the brownfield planning and remediation phases. This proposal enhances our efforts to cultivate additional partners to help tackle remediation projects and stay ahead of the curve. The Environmental Workforce Development and Job Training Grant will also help the unemployed and underemployed East Point citizens gain valuable skills to help them get jobs and set them on a career path they desire.

Cardno, the City's current provider of brownfield development and general environmental services, is excited that the City is applying for this grant. They have already committed to employ program graduates as paid interns for a period of up to 6 months each. Further, to ensure the success of the program, they have also committed to provide in-kind services such as professional instruction, marketing material development, and production toward this project.

B. Community Partnership Building

In addition to recruiting young adults from the general population at large, East Point will be partnering with Tri-Cities High School to identify students who can participate in the program during their senior year or new graduates who are interested in participating in the program. We will be interfacing with their existing Career, Technical, and Agricultural Education (CTAE) program to enroll high school seniors in the program. The program requires that students select a career pathway and pursue at least three courses of study. The training classes proposed under the city's Environmental Workforce Development and Job Training program will be used to meet CTAE requirements.

East Point prides itself on its active community groups and partnerships that consistently collaborate with the City in helping to achieve goals. A number of these partners have committed to provide non-environmental training and support. These commitments are detailed in the table below:

Business	Support Description
Arden's Garden	Training accommodations, marketing and promotional efforts, employment
Atlanta Community Food Bank	Training accommodations, marketing and promotional efforts, employment
SA Recycling	Training accommodations, marketing and promotional efforts, employment
Walmart	Training accommodations, marketing and promotional efforts, employment

C. Employer Involvement

The City of East Point has been heavily involved with internal departments to construct a cutting edge and appropriate curriculum. In preparation for the grants' submission, multiple meetings to discuss student placement, program structure, output and outcomes and partnerships were held. The City of East Point worked with staff and community-based partners to ensure that the curriculum was well rounded and was relevant to the needs of the environmental workforce. Therefore, the increased need for this training program to provide qualified application to enter the workforce is more precedent than ever.

The City of East Point's Water and Sewer Department will provide employment opportunities for trained graduates, commit to the development of the proposed training plan and will conduct some classroom instruction. Students will be paired with mentors based on interest the areas of Water Plant superintendent, water plant maintenance supervisor, water and sewer construction manager. In addition, the Department of Public Works will collaborate in providing additional employment opportunities to trained graduates.

Despite the general major concern regarding promising employment in a global pandemic, due to the significance of the proposed work and a workforce shortage in the environmental sector, several nearby municipalities have already committed to hire program upon their successful completion of the program. The City of College Park has agreed to provide onsite training for program participants as well as committed to hire program participants upon completion of the program. The City of Hapeville has also committed to hire program participants upon completion of the program and to take on one or two students as apprentices to fulfill program field experience requirements. Lastly, the City of Atlanta has been earmarked to both provide training and subsequent employment for certified program participants.

Through the Department of Economic Development, the City works very close with area businesses in conducting job fairs and training seminars for future employment. Through these partnerships, City has also reached out to other community partners including Kuehne & Nagel, PPG, Dick's Sporting Goods and Amazon to seek employment opportunities for program placements. However, due to COVID-19 constraints, these community partners have been unable to commit currently but are willing to circle back later in the year and early next year for student placement needs for program participants.

6. Leveraging

The City of East Point has contacted local business to identify whether additional financial resources are available to leverage federal support of the proposed Workforce Development and Job Training Program for the City of East Point. Several corporate partners stated that they are unable to provide financial support at this time due to COVID and other uncertainties. The City of East Point will continue

however, to seek financial support from foundations and other nonprofit organizations to support the program's mission.

7. Programmatic Capability

A. Grant Management System

The City of East Point has a long history managing federal grant programs. The proposed Program Manager is Melissa Echevarria, East Point's Water & Sewer Director. As Project Director, Ms. Echevarria has more than 25 years of supervisory experience in hiring and training employees in water remediation and sewer related jobs and placement. She also has a vast knowledge of the certifications, assessments, and trainings needed for employment in environmental fields.

East Point's Grants Department will be responsible for drawdowns, financials and compliance reporting. For proper tracking and reporting purposes, a grants number and individual accounts will be assigned for grant expenditures. All records, such as invoices, purchase orders, copies of checks and other grant related documents will be filed and kept on record. Grant budgets are reviewed by the grants manager and finance director to ensure proposed costs conform with program objectives and the City of East Point policies.

Should turnover occur, the City of East Point's Human Resource Department has a fine-tuned hiring and selection process that can efficiently and effectively recruit and hire qualified staff to lead this project until its completion.

B. Organizational Experience

The City has a successful history in managing other federal and state grants. They also have hired and trained quality and experienced employees in the fields of water and sewer and the environmental sector. The City actively provides support and training where needed and promotes from within as an incentive to boost departmental morale. Job opportunities are almost always filled due to training and mentorship provided by City veteran employees.

In 2019, the City of East Point was a worksite partner in the Fulton County Department of Community Development, Youth and Community Services Division Summer Youth Internship Program. The Summer Internship Program provides Fulton County youth between the ages of 16 and 24 with paid summer employment. With this partnership, the City of East Point was able to expose 18 interns in the areas of: Public Works, Finance, Parks and Recreation, Water & Sewer, Court Services and Planning and Community Development. Program participants were able to work 30 hours per week in these career paths to assist in defining their future career goals. The program ran from June 12, 2019 to July 16, 2019. At the conclusion of the internship program, participants enjoyed shadowing in the prospective professional environments with more insight on the career path in which they would select.

C. Audit Findings

Federal, local or State grants have been maintained in compliance with required terms and conditions with no adverse findings. The timely adherence to the reporting schedule which include compliance and expenditure reporting is top priority. Successful administrations of grants, positive annual audit and single audit reports reflect the City's ability to successfully manage federal projects such as the Workforce Development and Job Placement Grant. The financial statement for the City of East Point is available upon request.

D. Past Performance and Accomplishments

The City of East Point has never received an EPA EWDJT Grant. The City, however, has had a successful history in managing other federal and state grants. Currently, the City of East Point is managing and maintaining compliance on multiple federal grant projects. Examples are shown in the table below.

Grant / Awarding Agency	Amount	Purpose	Accomplishments
HUD CDBG 2019	\$162,487	Parks & Recreation improvements – Egan Park	Procured qualified vendor to complete design services for the Egan Park project. Design stage is 70% completed.
HUD CDBG 2018	\$162,487	Parks & Recreation improvements – River Park	Installation of new fieldstone seat wall around the existing playground, minor grading and asphalt milling and overlaying. Final stages of completing the ADA accessible concrete sidewalk path are being performed. Project completion is scheduled to be completed by September 30, 2020.
GEMA/HS	\$807,090	Severe Storms & Flooding – Dam Spillway Damages	Procured qualified vendor for construction services. Civil Works begun construction of Spill Way Access Roadway at parking lot off Mt. Vernon Road. Clear and Grub Spill Way Lay Down Area approximately 150LF x 100LF near Spill Way.
HUD CDBG 2017	\$330,566	Parks & Recreation Improvements	Renovations at Sykes Park and Sumner Park (bathrooms installed) completed in 2015 and 2016; Developing procurement specifications on last portion for Jefferson Park Courtyard Renovation.
EPA	\$560,000	Stormwater Improvement: to provide relief from increased stormwater runoff to North Fork Camp Creek	Successfully completed Pearl Street stormwater repair in December 2015; Efficient management of funds resulted in excess funding which allowed for North Fork Camp Creek stormwater improvements – going through final environmental clearance and requesting reimbursements.

Milestone Schedule

ENVIRONMENTAL WORKFORCE DEVELOPMENT AND JOB TRAINING FOR THE CITY OF EAST POINT, GEORGIA

Milestone	Timeframe	Start-End Date
Project Start Date (assumed)	Milestone	1/4/2021
Project Mobilization	2 weeks	1/4/2021 - 1/18/2021
Training for Cohort 1		
Outreach	Ongoing	1/4/2021 – ongoing
Screening & Recruitment	2 weeks	1/18/2021 – 2/1/2021
<i>Program Length:</i>		
Skills & Job Training	6 months	2/1/2021 – 7/30/2021
Placement	2 months	8/2/2021 – 10/1/2021
Tracking	1 Year	8/2/2021 – 8/1/2022
Training for Cohort 2		
Outreach	Ongoing	Ongoing
Screening & Recruitment	3 weeks	7/12/2021 – 8/2/2021
<i>Program Length:</i>		
Skills & Job Training	6 months	8/2/2021 – 1/28/2022
Placement	2 months	2/1/2022 – 4/1/2022
Tracking	1 Year	2/1/2022 – 1/31/2023
Training for Cohort 3		
Outreach	Ongoing	Ongoing
Screening & Recruitment	3 weeks	1/3/2022 – 1/28/2022
<i>Program Length:</i>		
Skills & Job Training	6 months	1/31/2022 – 7/29/2022
Placement	2 months	8/1/2022 – 10/2/2022
Tracking	1 Year	8/1/2022 – 7/31/2023
Training for Cohort 4		
Outreach	Ongoing	Ongoing
Screening & Recruitment	3 weeks	7/11/2022 – 7/29/2022
<i>Program Length:</i>		
Skills & Job Training	6 months	8/1/2022 – 2/3/2023
Placement	2 months	2/6/2023 – 4/9/2023
Tracking	1 Year	2/6/2023 – 2/5/2024
Project Closeout		
Project Evaluation and Final Report	3 months	11/1/2024 - 2/5/2024
Project End Date	Milestone	1/3/2024
Final Report Submission date	Milestone	2/5/2024

Appendix 3 - Other Factors Checklist

Please identify with an **X** any of the items below which may apply to your proposed Environmental Workforce Development and Job Training Grant project area as described in your application. Also, provide the page number and where the information is located within your application on how you meet the factor on the line provided next to each factor. EPA may verify these disclosures and supporting information prior to selection and may consider this information during the evaluation process.

Factor	Response
Fair distribution of funds between urban and non-urban areas, including an equitable distribution of funds to “micro” communities (those communities with populations of 10,000 or less). Provide your total population count below.	
Fair distribution of funds between new applicants and previous job training grant recipients; (“New” applicants are defined as organizations that have not received EPA brownfields job training grant funding since 2012) Indicate whether you have ever received EPA EWDJT grant funding before, and if so, in what year(s) did you receive funding?	
Whether the applicant is a federally recognized Indian Tribe or United States Territory or is an organization that will primarily serve tribal or territorial residents.	
Applications that seek to serve veterans.	
Whether the applicant’s project is located in an IRS-designated Qualified Opportunity Zone.	X

Application for Federal Assistance SF-424

* 1. Type of Submission:

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

* 2. Type of Application:

- ☒ New
☐ Continuation
☐ Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

09/22/2020

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name:

City of East Point

* b. Employer/Taxpayer Identification Number (EIN/TIN):

58-6000571

* c. Organizational DUNS:

0734255140000

d. Address:

* Street1:

2757 E Point St

Street2:

* City:

East Point

County/Parish:

Fulton County

* State:

GA: Georgia

Province:

* Country:

USA: UNITED STATES

* Zip / Postal Code:

30344-3207

e. Organizational Unit:

Department Name:

City of East Point

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

* First Name:

Shaquita

Middle Name:

* Last Name:

Barnes

Suffix:

Title:

Grants Manager

Organizational Affiliation:

City of East Point

* Telephone Number:

404-270-7079

Fax Number:

404.765.1072

* Email:

sbarnes@eastpointcity.org

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

Environmental Protection Agency

11. Catalog of Federal Domestic Assistance Number:

66.815

CFDA Title:

Environmental Workforce Development and Job Training Cooperative Agreements

* 12. Funding Opportunity Number:

EPA-OLEM-OBLR-20-03

* Title:

FY21 ENVIRONMENTAL WORKFORCE DEVELOPMENT AND JOB TRAINING (EWDJT) GRANTS

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

ENVIRONMENTAL WORKFORCE DEVELOPMENT AND JOB TRAINING FOR THE CITY OF EAST POINT

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="200,000.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="200,000.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title: * Telephone Number: Fax Number: * Email: * Signature of Authorized Representative: * Date Signed: